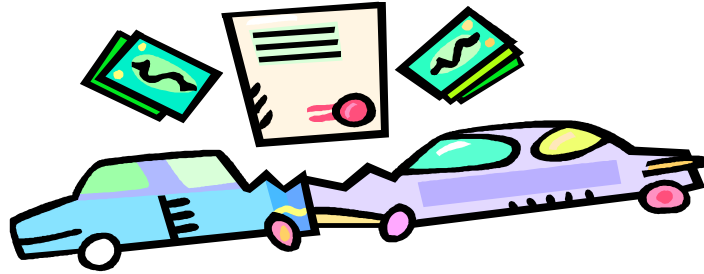


SAFETY MESSAGE

Personal Safety is our #1 priority



Accidents Happen, Compiled by USDA-APHIS- CCEP

- Stay calm
- All GOV accidents call 911, ask for police assistance.
- Contact incident command and strike team leaders for assistance.
- If the police can not be dispatched, exchange information and possible witness statements.
- Everyone that witnesses an accident should stay at the scene. The witness provides valuable unbiased information.
- Have the damaged vehicle towed to the authorized repair center. *Use the information below for contact information.*
- For medical authorization needs a CA-16 form will be fill out (*within 48hr*) and presented to the medical physician. Bring the original signed CA-16 form back to the duty office after treatment.
- A CA-1 primary claim form is filed, as soon as possible and before the CA-16 is processed; to process a claim you may have for COP (continuation of payment). This form is used encase a medical need is requested at a later date.
- ER accident investigation form is filed, for all accidents. CA-1 and CA-16 not required.
- The eastern regional safety manager receives all originals. Copies are given to CCEP safety officer and in the employee file.

In the real world accidents happen, that's why they are called accidents.